

*Next Meeting – May 8, 2007 – 1PM  
Appoquinimink State Service Center  
Middletown, Delaware*

**GOVERNOR'S COMMISSION ON COMMUNITY BASED ALTERNATIVES  
FOR INDIVIDUALS WITH DISABILITIES  
HOUSING SUBCOMMITTEE MEETING  
March 13, 2007 – 2:00 PM  
APPOQUINIMINK STATE SERVICE CENTER  
MIDDLETOWN, DELAWARE**

**PRESENT:** Sandy Tuttle, Co-Chair; Daniese McMullin-Powell, Co-Chair; Carol Barnett, DSAAPD; Kim Brockenbrough, DSHA; Marlena Gibson, DSHA; Brian Hartman, SCPD, DLP; Cliffvon Howell, DSAMH; Lottie Lee, DMS-DHSS; Kirsten Olson, Connections; Cara Robinson, Homeless Planning Council of DE; Elizabeth Schantz, Consumer; Kyle Hodges, Staff and Linda Bates, Support Staff

**ABSENT:** Marguerite Ashley, NCCo; James Baynard, DDDS; Nate Beasley, IRI; Merton Briggs, NAMI-DE; Regina Byers, SCPD; Kate Cowperthwait, NMSS; Pete DeKunchek, Chimes; Lorraine DeMeurisse, Deutsche Bank Trust Co; Doyle Dobbins, DelArf; Micki Edelson, Homes for Life; Ron Engard, GACEC; Tony Francioni, DOL/DVR; Karen Horton, DHSA; Patricia Kelleher, The Arc; Yolanda Jenkins, DSCYF; Bill McCool, UCP; Victor Orija, DASSPD; Tina Riley, Delaware Housing Coalition; Paula Voshell, DSHA; Pat Weygandt, DDDS

**GUEST:**

Karin Parish, Mullin & Lonergan Associates

**CALL TO ORDER:** The meeting was called to order at 2:05 PM.

**ADDITIONS OR DELETIONS TO THE AGENDA**

There were no additions or deletions to the agenda.

**APPROVAL OF MINUTES**

Motion was made, seconded and approved to accept the December 12, 2006 meeting minutes as submitted.

**BUSINESS**

**DSHA Needs Assessment – Mullin & Lonergan Associates & DSHA**

Marlena Gibson from the DE State Housing Authority (DSHA) is assigned to work on the needs assessment and Karen Parish from Mullin and Lonergan Associates is the

consultant working with the DSHA on the needs assessment. Sandy said the Committee is pleased that DSHA is including people with disabilities in the DSHA needs assessment study and this is a good outcome of this Committee. Kyle said that he thought that it would be beneficial for Marlena to let the Committee know where they are in this process and what the status of the current data is at this time. In addition, it is a great opportunity to provide input.

Karen said that Mullin & Lonergan addressed the needs assessment study five years ago. Karen gave the following informal presentation to the Committee.

The DSHA needs assessment study is a very quantifiable study and tries to understand the housing needs so that several things can happen: DSHA can start to allocate its resources based on some rational understanding of housing needs in the State (e.g. rentals versus homes; middle income, low income or extremely low income needs; and various components of other housing needs). This study becomes a number crunching exercise and this is ultimately what we look to get out of it. What are the housing projections and what are the funding decisions that will be made as a result of these projections?

The most recent data and information was provided to the Committee called “Data Sources on Housing Needs of Persons with Disabilities for Statewide Housing Needs Assessment”. Also, the Committee’s most up-to-date information on Housing Goals was included in today’s materials. Karen stated that the special needs data gap has been completed.

Kyle referenced the numbers of the people on the wait list in the December 12, 2006 Committee minutes—the Vision’s target number is 1648 identified as homeless, 375 identified from DDDS and 100 identified from the MFP grant for a total identified number of 2,123 for the next five years. However, the overall number is higher since we have numbers from DSAMH (43), NAMI (64) and 755 individuals who have indicated a preference to live in the community if they had a chance which would total 2,985 individuals.

Karen said the number of 2985 has to be projected forward and hopefully the number will decrease over time. Hopefully, more units will be developed even though new people will be entered into the system. Karen stated that if there are specific developments that you have in the planning stages that are imminent, they would like to account for them as well. Kyle asked if Karen could develop questions or information needed for this report, and Kyle will send it out to the various divisions and organizations on the committee with a timeline. Cliffvon added that the DSAMH numbers are not the result of a waiting list.

Sandy asked Karen to review the timelines. Karen said that at this point, they are in the data collection stage and the study is broken down into a number of phases. The special needs data collection wraps up the end of April and in mid-May Mullin & Lonergan Associates will provide a draft to DSHA. The later phases of the study continue into June; and the whole report comes together in July. It is reviewed internally in July and

August by DSHA. General comments will be in September and October. Sandy asked for this Committee to be able to review the report—maybe in July or August. The big review will be in November at the State Housing Conference.

Kyle said that it is important to keep in mind that the disability community is hoping to receive a Federal MFP grant with State matching funds to develop for a five year plan to transition 100 people into the community. It is a priority for people with disabilities to be able to live in the community. Karen said that she will be getting a data collection sheet to the Committee.

Carol Barnett will get the # of beds in the system in the nursing homes; and if possible how many beds are filled by elderly versus non-elderly persons with disabilities. Carol stated that it would be broken down by age, but it may not be possible to get the stats on elderly versus non-elderly persons with disabilities. Also, Carol will try and get the information on the number of people that have requested housing.

Daniese said that something should be noted in the report if the information is not available. For example, there are people not receiving services from a state system (DDDS, DSAMH, etc.) and may not be captured in this study.

Kyle will give Karen AARP's contact names for more information.

Karen said that there is a public housing survey being sent out by a member of her team to identify elderly only or disability only buildings. Karen said that they are not reaching out to the privately-owned publicly assisted developments like 811 housing. Lottie will pass a list to Karen regarding Haring Manor. Sandy noted that we will have to update the vision statement as this needs assessment is completed. Sandy and Kyle asked Karen to provide the timeline that you want information back.

Sandy asked if DSHA reviews potential programs to see if they can connect potential providers to an applicable program. Kim said that it is sent out in the DHSA highlights and Kim's section reviews the programs and contacts providers that have applied in the past to see if they are applying again. Kim noted that the providers are pretty savvy about which grants they can apply for and which ones are not applicable.

Sandy thanked the DSHA for taking on the needs assessment project.

### **Governor's Commission Housing Template & Path Forward**

Kyle reported that the Housing template was finalized from the input in the December meeting. Kim, Cara, Daniese, Sandy and Kyle met to condense the document and make sure that the committee's needs were addressed. Kyle also, there is a draft document from the full Commission included in today's materials. The Housing Sub-Committee information is included. Sandy, Daniese and Kyle made changes on the Commission's first draft. Kyle asked for input on this draft Commission document. The Commission is going to meet on March 26 from 9 to 3 at Buena Vista. Kyle, Daniese and Sandy will be

attending. The Housing Committee's full template with all goals and objectives will be included for the full Commission to review.

Sandy said she compared this committee's original document that was submitted to the Commission and the Commission's document. Some of this committee's objectives were made into planned actions in the Commission document. Sandy asked for a few things to be put back into the draft Commission document. Our vision is to be included per Kyle. The footnotes were questioned. Kyle will check on the footnotes to see if there is an impact. Kyle said that if the committee has any concerns, please get them to Kyle within the next week.

Kyle and Sandy announced that there will be public hearings in May on the draft Commission document.

### **Accessory Dwelling Units (ADU) Update**

Kyle announced that in your packet there is the ordinance on accessory dwelling units and also a letter of support from the SCPD written in January.

Brian Hartman had a conversation today with Paul Clark, the President of the New Castle County Council. The SCPD supported this option as another community based alternative. Some of the problems may have occurred when the ADUS were promoted as affordable housing. Civic associations are saying that there would be a lot of renters or second homes on lots. The hand-out from Brian consists of options derived from an AARP accessory dwelling report. Options are as follows:

1. Permit Renewals
2. Complaint System
3. Pilot
4. Occupancy Restrictions
5. Size & Related Restrictions
6. Deed Restriction

Brian recommends not endorsing the establishment of an overly restrictive system. Brian also discussed this with Allan Zaback and Larry Smith from DSAAPD who seemed supportive of writing a letter of support for the ADU concept. Kyle said he will ask PVA, UCP, and MS to write letters supporting this concept. And, anyone else on the Committee can write letters of support.

Kyle said the options above will also be discussed at the next Policy and Law Committee meeting.

### **ANNOUNCEMENTS**

- Kim announced that she has brought a couple of copies of the Delaware Interagency Council on Homeless Executive Summary.—Breaking the Cycle—

Delaware's Ten-Year Plan to End Chronic Homelessness and Reduce Long-Term Homelessness. Kyle announced that this was a great conference.

- The Fair Housing Conference is scheduled for April 10<sup>th</sup> with the main theme being Fair Lending. Also, Discrimination and Fair housing issues will be discussed. Daniese and Kyle will be on the round-table panel.
- Since our next committee meeting is scheduled for April 10, which coincides with the April 10<sup>th</sup> conference, we will be canceling this meeting.
- The next committee meeting will be on May 8 at 1 pm at the Appoquinimink State Service Center in Middletown.

## **ADJOURNMENT**

The meeting was adjourned at 3:45 p.m.

Respectfully submitted,

Kyle Hodges  
SCPD Administrator

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